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17575 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

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Morgan Hill Library  
660 West Main Avenue  
Morgan Hill, California

Chairperson:	Pamala Meador
Vice Chair:	Loren Burks Winzeler
Commission Member:	Oscar Arguello
Commission Member:	Jorge Artiles
Commission Member:	Susan Brazelton
Commission Member:	Tim Hennessey
Commission Member:	Amy Whelan

## **LIBRARY, CULTURE AND ARTS COMMISSION REGULAR MEETING**

**January 8, 2013**

**7:00 P.M.**

### **AGENDA**

#### **CALL TO ORDER**

#### **ROLL CALL ATTENDANCE**

#### **DECLARATION OF POSTING OF AGENDA** Per Government Code 54954.2

#### **PLEDGE OF ALLEGIANCE**

#### **OPPORTUNITY FOR PUBLIC COMMENT**

#### **PUBLIC COMMENT**

Members of the public are entitled to address the Library, Culture, & Arts Commission concerning any item within the Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Library, Culture & Arts Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

## **ADOPTION OF AGENDA**

### **LIBRARY REPORTS**

- |   |                            |
|---|----------------------------|
| <b>A. COUNTY LIBRARY REPORT</b><br>Legislation, Funding & Budgeting, JPA                  | <b>County Librarian</b>    |
| <b>B. MORGAN HILL LIBRARY REPORT</b><br>User Statistics-Staffing-Programs-Upcoming Events | <b>Community Librarian</b> |
| <b>C. FRIENDS OF THE LIBRARY REPORT</b>   | <b>President</b>           |

### **WORKPLAN UPDATES**

- |                                 |                                      |
|---------------------------------|--------------------------------------|
| City/Community Group Liaison    | <b>All Commissioners</b>             |
| Permanent & Proposed Public Art | Meador, Hennessey                    |
| Art and Culture Events          | Brazelton, Meador, Whelan, Hennessey |
| Library Outreach & Support      | Hennessey, Whelan                    |
|                                 | Whelan                               |

### **CONSENT CALENDAR**

1. APPROVAL OF MEETING MINUTES FOR May 8, 2012.
2. APPROVAL OF MEETING MINUTES FOR June 21, 2012
3. APPROVAL OF MEETING MINUTES FOR July 10, 2012
4. APPROVAL OF MEETING MINUTES FOR September 11, 2012

### **BUSINESS**

6. **BREAKING THE SOUND BARRIER**  
Recommended Action: (1) Commissioner Hennessey to provide update
7. **LCAC PERMANENT PUBLIC ART GUIDELINES HANDY HELP AND FAQ's ON WEBSITE**  
Recommended Action: (1) Community Services Manager Tobin to provide update on posting to website.
8. **10 YEAR ANNIVERSARY OF CCC**  
Recommended Action: (1) Community Services Manager Tobin to provide update.
9. **NEW LCAC COMMISSIONER BINDER**  
Recommended Action: (1) Community Services Manager Tobin to provide binders Commissioners and review.

### **ANNOUNCEMENTS**

#### **FUTURE COMMISSION INITIATED AGENDA ITEMS:**

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to staff to place the matter of business on a future agenda.

**ADJOURNMENT** to the next monthly meeting at 7:00 p.m. on March 12, 2013 , Morgan Hill Library, 660 West Main Avenue, Morgan Hill.

**NOTICE**

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)

**PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA**

Following the opening of the Meeting, the public may present comments on items *NOT* appearing on the agenda that are within the Commission's jurisdiction. Should your comments require Commission action, your request will be placed on the next appropriate agenda. No discussion or action may be taken until your item appears on a future agenda. You may contact the Clerk for specific time and dates. This procedure is in compliance with the California Public Meeting Law (Brown Act) G.C. 54950.5. Please limit your presentation to three (3) minutes.

**PUBLIC COMMENTS ON ITEMS APPEARING ON AGENDA**

The Library, Culture & Arts Commission welcomes comments from all individuals on any agenda item being considered by the Commission. Please complete a Speaker Card and present it to the Clerk. This will assist the Members in hearing your comments at the appropriate time. Speaker cards are available from staff. In accordance with Government Code 54953.3 it is not a requirement to fill out a speaker card in order to speak to the Commission. However, it is very helpful to the Commission if speaker cards are submitted. As your name is called, please walk to the podium and speak directly into the microphone. Clearly state your name and address and then proceed to comment on the agenda item. In the interest of brevity and timeliness and to ensure the participation of all those desiring an opportunity to speak, comments presented to the Commission are limited to three minutes. We appreciate your cooperation.

**NOTICE**

**AMERICANS WITH DISABILITIES ACT (ADA)**

The City of Morgan Hill complies with the Americans with Disability Act (ADA) and will provide reasonable accommodation to individuals with disabilities to ensure equal access to all facilities, programs and services offered by the City. If you need special assistance to access the meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Office of the City Clerk at City Hall, 17575 Peak Avenue or call 779-7259 or (Hearing Impaired only - TDD 776-7381) to request accommodation. Please make your request at least 48 hours prior to the meeting to enable staff to implement reasonable arrangements to assure accessibility to the meeting.

If assistance is needed regarding any item appearing on the agenda, please contact the Office of the City Clerk at City Hall, 17575 Peak Avenue or call 779-7259 or (Hearing Impaired only - TDD 776-7381) to request accommodation.

**NOTICE**

Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.

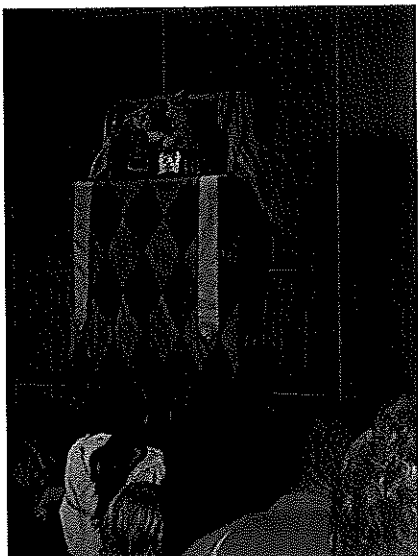
**NOTICE**

The time within which judicial review must be sought of the action by the Commission which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

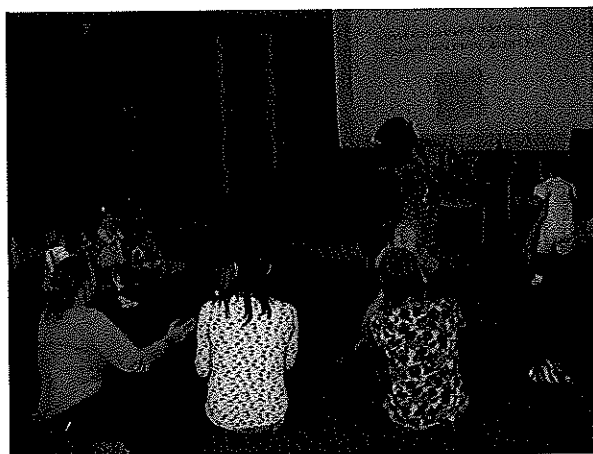
## Morgan Hill Library, Culture & Arts Commission

January 8, 2013

Peggy Tomasso, Community Librarian



160 kids and their parents enjoyed the December puppet show.



Itsy Baby Jamboree Storytime

### Highlights of 2012 (stats YTD January - November):

- Circulation 762,937 items checked out, 77,123 requests/holds picked up, and 2,270 new cards issued.
- Bilingual Librarian answered 1,335 questions for Spanish speaking patrons & presented 45 bilingual storytimes.
- Childrens' services presented 183 storytimes with 10,113 attending, 121 other programs (like class visits, puppet shows & Halloween Fest) with 6,686 attending for a total of 304 programs with 16,799 attending.
- Teen services presented 64 programs with 1,448 attending. Approximately 13,938 teens have library cards (ages 13-19).
- Adult Services had 137 programs with 2,786 attending.
- The gate count ranges from 1,100-1,200 per day. Our highest gate count of the year was 2,485 in January during Puzzle Fest. Fridays are our quietest days with gate counts under 900.
- Busiest month – July
- Quietest month – Nov & Dec usually tie
- During lobby hours on Tuesday from 10-1 there is an average of 150-225 people checking out 150-180 items.

► The Silicon Valley Reads author Sue Diaz who wrote *Mindfields of the Heart* will be at the library at 7:00 p.m. on Thursday, January 31. On Tuesday, February 12 at 7:00p.m. CNN Top 10 Hero Mary Cortani from Freedom Paws will be speaking about her work with helping veterans train their service dogs.

► Emily Shem-Tov presented a fun-filled Hanukkah storytime with stories, songs, crafts and treats in December.

► Weekly beginning bridge classes will start on Wednesday, January 23 at 7 in the evening.

**Staff News:** Lucia LeBlanc has been hired as our new Senior Library Clerk. She comes to us with a lot of experience from the Campbell and Saratoga libraries where she has worked for over 10 years. She replaces Margaret Rose who retired at the end of December 2011.

### January/February Program Highlights:

**Children:** 1/2 & 2/6: After School Art for ages 3-10 presented by the Girl Scouts; 1/5 Chamber Music by the Bay; 1/9 & 2/13: Reading Buddies; Family Movie Matinee; 1/4: Secret of the Wings & 2/2 To be announced;

+ weekly Baby Jamboree for Tiny Tots & Itty Bitties, toddler, preschool, and bilingual English/ Spanish story time.

**Teen:** 1/3: Teen Movie Matinee: Men in Black 3 & 1/29: Beverly Hills Chihuahua 3; 2/26: Dark Knight Rises; 1/19 & 1/22 Melted Crayon Art; 2/12 Do-it-yourself nail art.

**Adult:** 1/15 & 2/19: Lawyers in the Library; Book Discussions: 1/31: *Mindfields of the Heart* by Sue Diaz & 2/28 *Still Alice* by Lisa Genova; 1<sup>st</sup> Wednesday & 2<sup>nd</sup> Tuesday: CalFresh program; 1<sup>st</sup> Tuesday Knit-In program, and Zumba every Thursday.

Friends of the Morgan Hill Library  
Report to the Library, Culture and Arts Commission  
1 January, 2013  
Valerie Chambliss, President

The annual General Membership meeting of the Friends of the Morgan Hill Library was held on Tuesday, November 27<sup>th</sup>. The meeting was brief, composed only of the election of the 2013 FMHL officers and a "State of the Friends" report. All officers of 2012 had agreed to serve another year and were duly voted back in. Business out of the way, we were then treated to a talk and tasting by Carol Firenze, author of *The Passionate Olive – 101 things to do with Olive Oil*. In addition to olive oil tasting, Say Ota of Passionate Sweets had delicious items to sample.

On November 9<sup>th</sup>, the Friends recognized Teresa Stephenson as our honoree at the Philanthropy Day Dinner, sponsored by the Morgan Hill Community Foundation. Teresa is well deserving of the honor; she has been Friends membership chair, served as president and vice-president, works a regular shift at the bookstore, and hosts the book sale committee meetings (providing delicious treats). She is always ready to help out when needed, whether waxing and polishing bronze sculptures, picking up book donations from the SJ Mercury news, or setting up for book sales. Besides the Friends, she is an active volunteer with WERC, the Wildlife Education and Rehabilitation Center, and has been that organization's honoree in the past.

- Our October 13<sup>th</sup> Big Book Sale was quite successful, garnering over \$1500 in sales and 19 new members.
- The Friends participated in the Morgan Hill Historical Society's holiday boutique "Christmas at Villa Mira Monte", held November 8<sup>th</sup> -11<sup>th</sup>, with a booth featuring some of our best quality books.
- With the theme "Invisible Wounds of War", two books have been selected for 2013 Silicon Valley Reads: *The Long Walk: A Story of War and the Life that Follows* by Brian Castner, and *Minefields of the Heart: A Mother's Stories of a Son at War* by Sue Diaz. Diaz will appear at the library on January 31<sup>st</sup>.



17575 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

**CITY OF MORGAN HILL**  
**LIBRARY, CULTURE AND ARTS COMMISSION**  
**REGULAR MEETING**  
**MINUTES-MAY 8, 2012**

**CALL TO ORDER**

Chairperson Pamala Meador called the meeting to order at 7:00PM.

**ROLL CALL ATTENDANCE**

Present: Commissioners: Pamala Meador, Tim Hennessey, Susan Brazelton, Amy Whelan  
Absent: No Commissioners were absent.

**DECLARATION OF POSTING OF AGENDA**

Community Services Manager Drewniany certified that the meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2

**PUBLIC COMMENTS**

Community Member Doug Muirhead shared that Mayor Tate had mentioned the combining of PRC and LCAC at a recent City Council meeting. Mr. Muirhead felt that LCAC should be aware and have the opportunity to discuss and provide input to Council prior to any decisions being made. Mr. Muirhead stated that he did not agree with the combining of PRC and LCAC. He believes this would continue to limit residents opportunity to be informed and engage in communication with the City.

**MINUTES**

The minutes for the March 13, 2012, meeting were unanimously approved.  
The minutes for the April 10, 2012, meeting were unanimously approved.

**LIBRARY REPORTS**

**A. COUNTY LIBRARY REPORT**  
Written and verbal report given

**County Librarian**

**B. MORGAN HILL LIBRARY REPORT**  
Written and verbal report given

**Community Librarian**

**C. FRIENDS OF THE LIBRARY REPORT**  
Written and verbal report given

**President**

**WORKPLAN UPDATES**

City Liaison  
Permanent Public Art  
Art and Culture Events  
Library Outreach & Support  
Cultural Heritage

**All Commissioners**

Meador, Whelan  
Brazelton, Little, Meador, Whelan  
Hennessey, Meador, Whelan  
Little, Whelan  
Hennessey

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**ACTIONS:**

**1. ROMERO MURAL**

Romero Family will be submitting a proposal for project.

**Recommended Action:** 1. Proposal was reviewed and recommendations were made for changes to proposal. 2. Decision was made to hold a special meeting to review updated proposal with goal of then being prepared to make recommendation to Council.

**2. BREAKING THE SOUND BARRIER**

**Recommended Action:** Commissioner Hennessey would like to take responsibility for this.

**3. LCAC CHAIR AND VICE CHAIR COMMITMENTS**

**Recommended Action:** Pamala Meador will be the new LCAC Chairperson and Tim Hennessey will serve as the LCAC Vice Chair.

**4. FINALIZE WORKPLAN**

**Recommended Action:** Workplan ready to submit to Council for approval

**5. MIKE DAVENPORT MEMORIAL**

**Recommended Action:** Letter/email from Terry Moriyama was reviewed. Send copy of Peace Pole proposal to Terry Moriyama.

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**ADJOURNMENT**

There being no further business, Chairperson Pamala Meador adjourned the meeting at 8:33 p.m.

**MINUTES PREPARED BY:**

  
Community Services Manager Maureen Dreyhan





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17575 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

**CITY OF MORGAN HILL**  
**LIBRARY, CULTURE AND ARTS COMMISSION**  
**SPECIAL MEETING**  
**MINUTES-JUNE 21, 2012**

**CALL TO ORDER**

Chairperson Pamala Meador called the meeting to order at 7:06pm

**ROLL CALL ATTENDANCE**

Present: Commissioners: Pamala Meador, Tim Hennessey, Susan Brazelton, Amy Whelan, Loren Burks Winzeler  
Absent: No Commissioners were absent

**DECLARATION OF POSTING OF AGENDA**

Community Services Manager Drewniany certified that the meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2

**PUBLIC COMMENTS**

Chairperson Pamala Meador opened/closed the public comment period. No public comments were received.

**ACTIONS:**

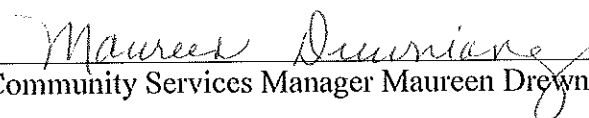
**1. ROMERO SCULPTURE PROPOSAL**

**Recommended Action:** Recommend proposal to Council at the July 18, 2012 City Council meeting.

**ADJOURNMENT**

There being no further business, Chairperson Pamala Meador adjourned the meeting at 7:41 p.m.

**MINUTES PREPARED BY:**

  
Community Services Manager Maureen Drewniany



17575 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

**CITY OF MORGAN HILL  
LIBRARY, CULTURE AND ARTS COMMISSION  
REGULAR MEETING  
MINUTES-July 10, 2012**

**CALL TO ORDER**

Chairperson Pamala Meador called the meeting to order at 7:00PM.

**ROLL CALL ATTENDANCE**

Present: Commissioners: Pamala Meador, Tim Hennessey, Susan Brazelton, Loren Burks  
Winzeler  
Absent: Commissioners: Amy Whelan

**DECLARATION OF POSTING OF AGENDA**

Community Services Manager Drewniany certified that the meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2

**PUBLIC COMMENTS**

Chairperson Pamala Meador opened/closed the public comment period. No public comments were received.

**MINUTES**

No minutes were provided for approval

**LIBRARY REPORTS**

- |  |                            |
|--|----------------------------|
| <b>A. COUNTY LIBRARY REPORT</b><br>Written and verbal report given         | <b>County Librarian</b>    |
| <b>B. MORGAN HILL LIBRARY REPORT</b><br>Written and verbal report given    | <b>Community Librarian</b> |
| <b>C. FRIENDS OF THE LIBRARY REPORT</b><br>Written and verbal report given | <b>President</b>           |

**WORKPLAN UPDATES**

City Liaison  
Permanent Public Art  
Art and Culture Events  
Library Outreach & Support  
Cultural Heritage

**All Commissioners**

Meador, Whelan  
Brazelton, Little, Meador, Whelan  
Hennessey, Meador, Whelan  
Little, Whelan  
Hennessey

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**ACTIONS:**

**3. BREAKING THE SOUND BARRIER**

**Recommended Action:** Commissioner Hennessey still exploring.

**4. COMBINING OF PRC AND LCAC**

**Recommended Action:** Comments shared by Community Member Muirhead during public comment at May 8<sup>th</sup> meeting were discussed.

**5. LCAC PERMANENT PUBLIC ART GUIDELINES**

**Recommended Action:** Guidelines for inclusion on website were provided at meeting. Discussion will be agendaized for next meeting on September 11, 2012.

**6. .GOV EMAIL ADDRESSES**

**Recommended Action:** Commissioner Hennessey will pursue further with City Staff.

**7. MIKE DAVENPORT MEMORIAL**

**Recommended Action:** No proposal was provided.

**8. 10 YEAR ANNIVERSARY OF CCC**

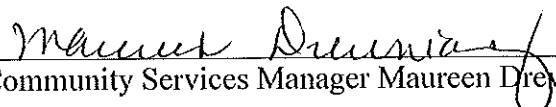
**Recommended Action:** Maureen Drewniany, Community Services Manager, gave a brief summary of what was tentatively being planned. A decision was made to keep this as an ongoing agenda item.

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**ADJOURNMENT**

There being no further business, Chairperson Pamala Meador adjourned the meeting at 8:33 p.m.

**MINUTES PREPARED BY:**

  
Community Services Manager Maureen Drewniany



CITY OF MORGAN HILL  
17575 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

Agenda Item #4  
Submitted for Approval : November 13, 2012

**CITY OF MORGAN HILL  
LIBRARY, CULTURE AND ARTS COMMISSION  
REGULAR MEETING**

**MINUTES - September 11, 2012**

**CALL TO ORDER**

Vice Chairperson Tim Hennessey called the meeting to order at 7:05

**ROLL CALL ATTENDANCE**

Present: Commissioners: Tim Hennessey, Susan Brazelton, Loren Burks-Winzeler, Amy Whelan  
Absent: Commissioner: Pamala Meador

**DECLARATION OF POSTING OF AGENDA**

Community Services Manager Drewniany certified that the meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2

**PUBLIC COMMENTS**

Vice Chairperson Tim Hennessey opened/closed the public comment period. No public comments were received.

**LIBRARY REPORTS**

- A. COUNTY LIBRARY REPORT  
Written and verbal report delivered by County Librarian.
- B. MORGAN HILL LIBRARY REPORT  
Written and verbal report delivered by Community Librarian.
- C. FRIENDS OF THE LIBRARY REPORT  
Written and verbal report delivered by Community Librarian.

**WORKPLAN UPDATES**

Permanent Pubic Art - Motion to move to Business for further discussion. Commission Hennessey motioned, Commissioner Brazelton seconded.

Art & Culture Events - No action item.

Library Outreach & Support - No action item.

Cultural Heritage - No action item.

### **CONSENT CALENDAR**

No meeting minutes were provided for approval.

### **BUSINESS:**

1. **RESPONSIBILITY FOR LCAC MEETING MINUTES**  
Commissioner Burks-Winzeler volunteered to take position as Vice Chairperson and to take Meeting Minutes.
2. **BREAKING THE SOUND BARRIER**  
**Action Item:** Commission Hennessey to work on date of event with Maureen Drewniany to coincide with 10 Year Anniversary Celebration of the CCC.
3. **LCAC PERMANENT PUBLIC ART GUIDELINES HANDY HELP AND FAQ'S ON WEBSITE**  
**Action Item:** Commission Whelan to will provide electronic version to Maureen Drewniany for City
4. **.GOV EMAIL**  
Maureen Drewniany recommends that this topic be brought to Jeff Rosenberger for further discussion. Public Comment: Not happy how council supports LCAC and communication with city officials.
5. **10 YEAR ANNIVERSARY OF CCC**  
No action item.

### **ANNOUCEMENTS**

No announcements made.

### **FUTURE COMMISSION INITIATED AGENDA ITEMS:**

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to staff to place the matter of business on a future agenda.

### **ADJOURNMENT**

There being no further business, Vice Chairperson Tim Hennessey adjourned the meeting at 7:44pm

### **MINUTES PREPARED BY:**

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Library Culture and Arts Commissioner Loren Burks-Winzeler



## **Morgan Hill Library, Culture and Arts Commission Submission Guidelines for Permanent Public Art**

### **Introduction**

The Morgan Hill Library Culture and Arts Commission (LCAC) has consistently encouraged the creation and installation of permanent public art throughout Morgan Hill. The collection stems from donations, gifts, and collaborations with arts organizations and artists. The growing list of public art will be available online shortly.

Art displays range from international exhibitions to local, community works and are usually displayed in prominent public buildings or easily accessible public spaces. Installations may last from a few weeks to a few months. Shorter durations such as those are classified as temporary art placement and follow specific guidelines outlined in an LCAC Policy document (<http://www.morgan-hill.ca.gov/DocumentView.aspx?DID=5185>). Art works that are intended for longer periods of time, such as one year or more, are classified as permanent public art and are subject to a more thorough application and review process outlined in the following LCAC Policy document (<http://www.morgan-hill.ca.gov/DocumentView.aspx?DID=5186>).

### **Proposal Process Overview**

The complete review process, which includes LCAC, the City Council, and, frequently, other departments within the City, may take several months. With that in mind, applicants are strongly encouraged to submit materials well in advance of an intended installation date to allow time for the full proposal review and project development. Artists and organizations outside Morgan Hill may apply, but please be aware that the artist or sponsoring organizations are required to be present for site visits, community board meetings, installation, maintenance, and removal of artwork.

A panel, including the Chair of the LCAC and two commissioners, reviews proposals and makes a recommendation to the City Council, which will ultimately decide whether or not the project can continue. Issues of particular concern to LCAC include safety, durability of the artwork (especially works that will be located outdoors), suitability to the site, and the ongoing maintenance program, which includes funding, materials, and time needed. Following the approval of a proposal, a license agreement is issued to the artist and/or sponsoring organization. There is no deadline or annual cycle for submitting proposals. Incomplete applications will not be reviewed and will be returned for further completion.

The artist(s) and/or sponsoring organization are responsible for project proposal and development, funding, installation, insurance, maintenance program over the life of the exhibit, times removal of the exhibit (if needed), and restoration of the site.

### **Proposal and Submission Requirements**

For a complete guideline of specifics required in all proposals, please see (<http://www.morgan-hill.ca.gov/DocumentView.aspx?DID=5186>).

- A written description of proposed artwork, including: medium, dimensions (Height x Width x Depth and weight), installation method, and anchoring procedure.
- If proposing existing work: Photographs or slides of artwork; include reference to human scale.
- If proposing new work: Working drawings and/or photo of a scale model. Include dimensions.
- Artist's statement.
- Artist's resume.
- Installation budget, including a description of the sponsoring organization or other method of financing. Include the name, address and phone number of the contact person.
- Proposed duration of the exhibition.
- The requested location(s) for the installation and the reason leading to the specific site(s) choice OR general description of the type of environment for which the installation is designed.
- A plan for maintenance and upkeep of the proposed artwork with future funding plans and insurance to cover any necessary repairs.
- Up to ten prints of the artist's previous work. All pictures must be clearly labeled with the name of the artist, title of work, media and dimensions (HxWxD).
- Proposal for a dedication ceremony once a work is completed.

Once a written proposal is submitted to LCAC, artist(s)/sponsoring organization should schedule a time to present the proposal at the next available bi-monthly LCAC public meeting. Be prepared to answer any questions, clarify any points, hear recommendations to expedite the remaining steps in the process. LCAC may recommend that edits are then made to the existing proposal before it is submitted to the City Council. Include self-addressed stamped packaging material if you request that proposal materials be returned to you.

Send proposals to:

Library Culture and Arts Commission  
C/O Maureen Drewniany, Staff Liaison  
17575 Peak Avenue  
Morgan Hill, CA 95037

Once the proposal is presented, reviewed, edited, and finalized, the LCAC Chair then forwards the proposal to the City Council for formal review during its next available City Council meeting. The artist(s)/sponsoring organization should plan on attending that meeting with the LCAC Chair to answer any questions, clarify any points, hear recommendations from the City Council to expedite the remaining steps in the process.

Before City Council formally approved the proposal and work on the project can begin, the proposal may need to be reviewed by other departments who oversees specific locations or groups that the work may affect. It is only after the entire review process is completed that work on the project should begin. If the City Council rejects the proposal, the artist(s)/sponsoring organization are welcome to pursue other non-public space options, such as private property or a local business's grounds.



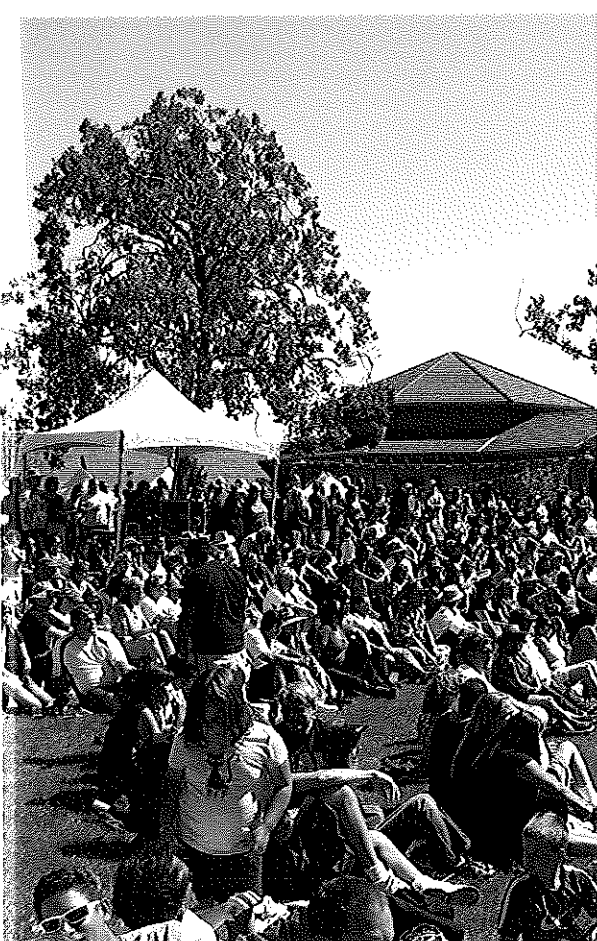


*The Morgan Hill Community and Cultural Center* opened its doors to the Morgan Hill community on December 7, 2002, the result of a successful community visioning process through which the community expressed its desire for a public facility in Morgan Hill that would meet the growing needs of the community for recreational, cultural and educational activities.

10 years later, the Community and Cultural Center continues to be a vibrant and thriving center...the place where the community gathers and celebrates.

Join us in celebrating the Morgan Hill Community and Cultural Center's 10 years as we highlight 10 community events over six months.

## CALENDAR OF COMMUNITY EVENTS



November 9	Ten Years of Teamwork Philanthropy Day Recognition Dinner	Morgan Hill Community Foundation <a href="http://www.morganhillcf.org">www.morganhillcf.org</a>
December 5	Happy Birthday CCC	Rotary Club of Morgan Hill <a href="http://www.morganhillrotary.com">www.morganhillrotary.com</a> Morgan Hill Flower Lovers
January 3	Good Morning Morgan Hill Chamber Breakfast	MH Chamber of Commerce <a href="http://www.morganhill.org">www.morganhill.org</a>
February 8	"BIG" (Opening Night)	South Valley Civic Theater <a href="http://www.svct.org">www.svct.org</a>
February 19	Tuesday Night BINGO	Friends of the Morgan Hill Senior Center <a href="http://www.fmhsc.org">www.fmhsc.org</a>
March 15	10th Annual Helping Hands Healing Hearts Awards Luncheon	Community Solutions <a href="http://www.communitysolutions.org">www.communitysolutions.org</a>
March 23	Spring Fest/Easter Egg Hunt	Las Madres of Morgan Hill <a href="http://lasmadresmorganhill.org">lasmadresmorganhill.org</a> Morgan Hill Recreation <a href="http://www.mhrecreation.com">www.mhrecreation.com</a>
April 12	South Valley Wine Auction	Alliance Member of Morgan Hill Community Foundation <a href="http://www.southvalleywineauction.org">www.southvalleywineauction.org</a>
April 19	Senior Citizen Ball	MH Youth Action Council <a href="http://www.mhrecreation.com">www.mhrecreation.com</a>
April 27	Art a la Carte	El Toro Culture & Arts Foundation <a href="http://www.morganhillcf.org">www.morganhillcf.org</a>

*Celebrating*  
**10**  
*years*

*Whatever your event...  
We have the Space*

**CONTACT US TODAY**  
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